



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY,
HEREFORDSHIRE, HR8 1DH Tel: 01531 632306

Email: admin@ledburytowncouncil.gov.uk

Website: www.ledburytowncouncil.gov.uk

5 April 2024

TO: Councillors Bradford, Furlonger, Harvey, Howells, Hughes, l'Anson, McAll, and Morris (Chair)

You are hereby summoned to attend a meeting of the **Planning, Economy & Tourism Committee** which will be held in the **Council Offices, Church Lane, Ledbury**, on **Thursday, 11 April 2024 at 7.00 pm** for the purposes of transacting the business set out below.

Yours faithfully

pp. Angie Price
Clerk

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording, or broadcasting of meetings, those exercising the rights to film, record or broadcast must respect the rights of other people attending under the Data Protection Act (GDPR) 2018

A G E N D A

1. To receive apologies for absence
2. To receive any declarations of interest and written requests for dispensations

(Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011)

(Note: Members seeking advice on this item are asked to contact the Monitoring Officer at Herefordshire Council at least 72 hours prior to the meeting)

3. **Public Participation**

Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public

participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Committee Chairman.

4. **Nolan Principles** **(Link)**

MINUTES

5. **To approve and sign the minutes of the Planning, Economy & Tourism Committee meeting held on 14 March 2024** **(Pages 674 - 681)**
6. **To review the Action Sheet** **(Pages 682 - 683)**

ECONOMY

7. **Minutes of a meeting of the Markets Working Party held on 14 February 2024** **(Pages 684 - 685)**

TOURISM

8. **Notes of a meeting of the Tourism Task & Finish Group held on 27 March 2024** **(Pages 686 - 688)**

PLANNING

9. **Planning Consultations**

	Application Number	Deadline for comments/ determination	Application details
9.1	<u>240543</u>	Deadline comments 17/04/2024 – Target Determination date 27/04/2024	Proposed single storey rear extension and interior alterations – 18 Homend Crescent, Ledbury, Herefordshire, HR8 1AJ
9.2	<u>240739</u>	Deadline for comments 17/04/2024 – Target Determination date 10/05/2024	Proposed removal of existing conservatory and replacement 2 storey rear extension with single storey rear extension element – 16 Prince Rupert Road, Ledbury, Herefordshire, HR8 2FA
9.3	<u>240730</u>	Deadline for comments 25/04/2024 – Target Determination date 20/05/2024	Proposed erection of a two storey side extension and a front porch – 6 Coachmans Court, Ledbury, Herefordshire, HR8 2DT

10. Tabled Applications (If any)

(applications received after agenda despatch where deadline dates for comments are earlier than the next committee meeting)

11. Planning Decisions (Pages 689 - 694)

12. Herefordshire Council Local Plan Consultation

<https://consultations.herefordshire.gov.uk/consultations/article/114/draft-herefordshire-local-plan-regulation-18-consultation>

**13. Neighbourhood Development Plan Working Party (Resurrection)
(Verbal)**

**14. Minutes of a meeting of the Traffic Management Working Party held on 27
March 2024 (Pages 695 - 699)**

GENERAL

15. Section 106 (Standing item)

16. Date of next meeting

To note that the date of the next meeting of the Planning, Economy & Tourism Committee is scheduled for 16 May 2024 at 7.00pm in the Council Offices, Church Lane, Ledbury

Distribution: Full agenda to: - Committee Members (8)
File Copy (1)

Full agenda excluding confidential papers to:

Press (2)

Ward Councillors (2)

Library (1)

Agenda front pages to all non-committee members (4)

LEDBURY TOWN COUNCIL

MINUTES OF A MEETING OF THE PLANNING, ECONOMY & TOURISM COMMITTEE HELD ON 14 MARCH 2024

PRESENT: Councillors Bradford, Furlonger, Hughes, l'Anson, McAll and Morris (Chair).

ALSO PRESENT: Angela Price – Town Clerk
Sophie Jarvis – Minute Taker
3 Representatives of the Strömstad Twinning Association
Jonathon Browning

P190. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Harvey and Howells.

P191. DECLARATIONS OF INTEREST

No declarations of interest were received.

P192. PUBLIC PARTICIPATION

The Chair asked Members to agree to item 9 – Presentation from Stromstad Twinning Association, and item 15 – How to protect aspects of the environment during a period of expansion and development in Ledbury to be brought forward for discussion.

RESOLVED:

That items 9 and 15 of the agenda be brought forward to be discussed, to allow members of the public present to leave the meeting should they wish to do so.

P193. PRESENTATION FROM STRÖMSTAD TWINNING ASSOCIATION

Representatives of the Strömstad Twinning Association provided members with a presentation giving updates on the links between the two towns and what they are doing to keep those links strong.

The Twinning Association has been in place since April 2000 and focuses mostly on its links with the younger people in Strömstad and Ledbury. Ledbury Swifts FC have been very involved, and it was noted that they had taken annual trips to Strömstad with the Twinning Association. Mrs Jupp informed members that there will be a trip to Strömstad for their 'Midsommarfest 2024' on Thursday, 20 June and that there are still 7 places available. Mrs Jupp also informed members that

there is a new link being made with the Tourist Information Centres in both towns.

Councillor Bradford queried how the links were between the Twinning Association and John Masefield High School & Sixth Form Centre. Members of the Twinning Association informed Councillors that more positive links are being made, but it has been difficult to keep in contact in the past. Councillors suggested ongoing communications be taken to the Tourism Task & Finish Group and that the Community Development Officer also be a part of helping to strengthen these links.

RESOLVED:

1. **That the presentation from the Stromstad Twinning Association was received and noted.**
2. **That future updates and communications from the Stromstad Twinning Association go to the Tourism Task & Finish Group.**

Members of the Stromstad Twinning Association left the meeting at 7:15pm.

P194. 'HOW TO PROTECT ASPECTS OF THE ENVIRONMENT DURING A PERIOD OF EXPANSION AND DEVELOPMENT IN LEDBURY' (REQUEST FROM MEMBER OF PUBLIC)

Mr Browning spoke to members about the Bloor Development at the Viaduct site and their planning application to create a cycle route behind Golding Way. Mr Browning informed members that he is a resident in Golding Way, and he feels that there needs to be an impact assessment carried out on the ecological impact of an asphalt track and harsh street lighting. Mr Browning explained he had been in contact with Andy Bing from Herefordshire Council and claims there needs to be some community engagement as other residents of Golding Way share the same thoughts as himself.

Councillor Hughes thanked Mr Browning and proposed that item 11.2, Planning Consultation 240295 be brought forward to this discussion due to it being relevant to this planning application.

- i. **Planning Application No. 240295** - Proposed variation of condition 4 of planning permission 222107 (Approval of reserved matters relating to layout, scale, external appearance and landscaping (pursuant to outline planning permission appeal ref: APP/W1850/W20/3244410 and LPA ref. 171532) for 223 dwellings with associated drainage, highway infrastructure (internal roads, footways, footpath/cycleway and spine road) and play area (Phase 1) – to amend wording to allow occupation of 50 dwellings before completion of Riverside Park and play area –

Land North of the Viaduct, Adjoining Orchard Business Park, Ledbury, Herefordshire.

Members noted that the residents of the viaduct development would need a safe access route into Ledbury Town Centre, and that this route should be more environmentally friendly, as Mr Browning demonstrated.

Councillor Hughes proposed that a public meeting be set up with Councillors from Ledbury Town Council, Bloor Developments and Planning Officer Andy Bing to allow representatives from Golding Way to have more community engagement in the decision of the proposed pathway from the Viaduct site into Ledbury Town Centre. All members were in favour of this.

RESOLVED:

That a public meeting be set up with Councillors from Ledbury Town Council, Bloor Developments and Planning Officer Andy Bing to allow representatives from Golding Way to have more community engagement in the decision of the proposed pathway from the Viaduct site into Ledbury Town Centre.

Mr Browning left the meeting at 7:33pm.

P195. NOLAN PRINCIPLES

RESOLVED:

The Nolan Principles were received and noted.

P196. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING, ECONOMY & TOURISM COMMITTEE MEETING HELD ON 8 FEBRUARY 2024

RESOLVED:

That the minutes of the Planning, Economy & Tourism Committee meeting held on 8 February 2024 were approved and signed as a correct record.

P197. TO REVIEW THE ACTION SHEET

The following points were discussed on the Action Sheet.

P169 – That the Clerk obtain quotes for the replacement road sign for Biddulph Way to be considered at the next Planning, Economy & Tourism Committee meeting.

The Clerk informed members that she is still waiting for a response from Herefordshire Council, however it is hoped that these quotes will be presented at the Full Council meeting, scheduled on 28 March 2024.

P185.1 – That Ledbury Town Council support the notification of Traffic Regulation order scheme on various roads in Ledbury but suggest that consideration be given to two additional areas, Little Marcle Road and Orchard Lane.

Councillor Hughes expressed his concern in the gaps along these yellow lines and traffic calming measures along these areas. He stated that parking on a corner is not allowed, and that the decision by Herefordshire Council not to introduce a TRO in these areas appears to be a matter of policy, which conflicts with the Highway Code.

It was pointed out that this is hugely dangerous for cyclists, and it states in the Highway Code that parking on a corner is not allowed. Councillor Bradford agreed and suggested that a meeting be set up with a Hereford Officer and Ian Connely about this. Members agreed and suggested that the Traffic Management Working Party also be invited to attend this meeting.

RESOLVED:

- 1. That the Action Sheet was received and noted.**
- 2. That the Clerk obtain quotes for the replacement road sign for Biddulph Way for the Full Council meeting scheduled on 28 March 2024.**
- 3. That a meeting be set with Herefordshire Council officer, Ian Connolly, members of the Planning, Economy & Tourism Committee and members of the Traffic Management Working Party to discuss the yellow lines on Little Marcle Road and Orchard Lane.**

P198. COMPLAINTS RECEIVED IN RESPECT OF INTRODUCTION OF A VAPE SHOP IN LEDBURY

Members were provided with details of correspondence received from two members of the public in respect of a shop in Ledbury selling Vapes.

Members were concerned at the content of the complaints received, which seemed to imply that Ledbury Town Council had been responsible for granting permission for this premises to sell the vapes and expressed similar concerns to that raised by the residents.

Councillor l'Anson informed Members that Ward Councillor Simmons had approached Trading Standards regarding this shop.

Members felt that it would be appropriate for some communication to take place with the residents, and it was proposed that the Chair and Clerk meet with them to discuss the issues raised in their letters.

RESOLVED:

That the residents be invited to meet with the Chair and Clerk to discuss the issues raised in their letters of complaint.

P199. VACANT POSSESSION OF 137/139 THE HOMEND, LEDBURY (PROPERTY)

Members agreed to advise Mr Kwon, of the local estate agents, regarding the property known as 137/139, The Homend, Ledbury, that Ledbury Town Council cannot advise owners of what to do with their property.

RESOLVED:

That the Clerk advise Mr Kwon of the local estate agents in respect of his property known as 137/139 The Homend, Ledbury.

P200. a. NOTES OF A MEETING OF THE TOURISM TASK & FINISH GROUP HELD ON 28 FEBRUARY 2024

b. DRAFT TOURISM STRATEGY

RESOLVED:

- 1. That the notes of a meeting of the Tourism Task & Finish Group held on 28 February were received and noted.**
- 2. That Councillor Hughes will meet with the Chair of the Tourism Task & Finish Group to clarify the anticipated outcome for the group.**

P201. PLANNING CONSULTATIONS

- i. Planning Application No. 240290 - Proposed construction of manege – Siddington Farm, Orham Lane, Leddington, Ledbury, Herefordshire, HR8 2LN.**

RESOLVED:

No objections.

- ii. Planning Application No. 240365 – Conifers & Birch to cut back to wall line – Police Station, Worcester Road, Ledbury, HR8 1PL**

RESOLVED:

No objections.

- iii. **Planning Application No. 240458** – Proposed single storey rear extension with replacement and extension of existing side element – **24 Long Acres, Ledbury Herefordshire, HR8 2AU.**

RESOLVED:

No objections.

P202. TABLED APPLICATIONS

- i. **Planning Application No. 240543** – Proposed single storey rear extension and interior alterations - **18 Homend Crescent, Ledbury, Herefordshire, HR8 1AJ.**

RESOLVED:

No objections.

- ii. **Planning Application No. 240558** – Addition of internal insulation to first floor external walls - **Bishopsgate Cottage, 15 Cottage, 15 Bridge Street, Ledbury, Herefordshire, HR8 2AJ.**

RESOLVED:

No objections.

P203. PLANNING DECISIONS

Members expressed their frustration that there were no decisions made by Herefordshire Council on any of the planning decisions since the previous meeting of the Committee. Councillor Hughes requested that planning applications 230103 & 231872 be queried with Herefordshire Planning Officers as to why no decisions have been made about these yet, when they were submitted a year ago. All members were in favour of this. It was noted that any planning decisions, which are coming up to being one year on the website, with no decision, should be chased by Ledbury Town Council as to why it is outstanding. This practice should be adopted as a standard process going forward.

RESOLVED:

1. **That the Planning Decisions were received and noted.**
2. **That the Clerk contact Herefordshire Council Planning Department to query why planning applications 230103 & 231872 are still outstanding.**

3. That the Clerk makes it a regular part of her routine that she chases up any outstanding decisions in relation to planning applications that have been waiting for 12 months or more for a decision.

P204. TO RECEIVE AND NOTE THE NOTES OF A MEETING OF THE MAJOR PLANNING APPLICATIONS WORKING PARTY HELD ON 29 FEBRUARY 2024

The Clerk advised that due to some confusion Councillor Howells had not been able to provide further comments to be sent to the Planning Inspectorate in respect of this appeal. However, it was noted that the Clerk had provided some comments shared by other councillors in relation to this matter and advised that Councillor Howells would be willing to represent Ledbury Town Council at the upcoming appeal hearing.

RESOLVED:

That the notes of a meeting of the Major Planning Applications be received and noted.

RECOMMENDATION:

That Councillor Howells be nominated to represent Ledbury Town Council at the upcoming appeal hearing in respect of the McCarthy Stone planning application.

P205. CONSULTATION ON LICENSING OF SEX ESTABLISHMENTS – STATEMENT OF LICENSING POLICY SEV FEB 2024 (DRAFT) (CONSULTATION)

RESOLVED:

That the consultation on licensing of Sex Establishments – Statement of Licensing Policy SEV FEB 2024 be received and noted.

P206. SECTION 106

RESOLVED:

There were no updates on Section 106.

P207. LAUNCH OF HEREFORDSHIRE DRAFT LOCAL PLAN CONSULTATION – MONDAY, 25 MARCH 2024

Councillor Hughes proposed that this item be put on the agenda of the next Planning, Economy & Tourism Committee to allow members to

research the launch of the Herefordshire Draft Local Plan Consultation in more depth to create an appropriate response.

RESOLVED:

That the Launch of the Herefordshire Draft Local Plan Consultation be included on the agenda for the next Planning, Economy & Tourism Committee meeting scheduled for 11 April 2024.

P208. UPDATE ON HEREFORDSHIRE FLOOD GROUPS MEETING

Members received and noted the contents of the update on Herefordshire Flood Groups meeting and asked that if any future updates come in from them that these be sent to the Environment and Leisure Committee.

RESOLVED:

- 1. That the update on the Herefordshire Flood Groups Meeting be received and noted.**
- 2. That any future communications received from the Herefordshire Flood Groups meeting be submitted to the Environment and Leisure Committee.**

P209. DATE OF NEXT MEETING

RESOLVED:

To note that the next meeting of the Planning, Economy & Tourism Committee is scheduled for 11 April 2024.

The meeting ended at 8:17pm.

Signed Dated
(Chair)

Action Sheet March 2024

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
PLANNING, ECONOMY & TOURISM MEETING 14 MARCH 2023					
P193.2	That future updates and communications from the Stromstad Twinning Association go to the Tourism Task & Finish Group.	TC	Ongoing	Officers to ensure this is undertaken	Ongoing
P194	That a public meeting be set up with Councillors from Ledbury Town Council, Bloor Developments and Planning Officer Andy Bing to allow representatives from Golding Way to have more community engagement in the decision of the proposed pathway form the Viaduct site into Ledbury Town Centre.	TC	02.04.2024	Email sent to Bloor and Andy Byng - response awaited	In Progress
P197.2	That the Clerk obtain quotes for the replacement road sign for Biddulph Way for the Full Council meeting scheduled on 28 March 2024.	TC	Mar-24	Quotes considered at E & L and agreed - Sign ordered	To be installed once received
P197.3	That a meeting be set with Herefordshire Council officer, Ian Connolly, members of the Planning, Economy & Tourism Committee and members of the Traffic Management Working Party to discuss the yellow lines on Little Marcle Road and Orchard Lane.	TC	02.04.2024	Email sent to IC - response awaited	In Progress

P98	That the residents who complained about the Vape shop on The Southend be invited to meet with the Chair and Clerk to discuss the issues raised in their letters of complaint.	TC	TBC	Email to be sent to residents	In Progress
P199	That the Clerk advise Mr Kwon of the local estate agents in respect of his property known as 137/139 The Homend, Ledbury.	TC	Apr-24	Email sent to Mr Kwon	Completed
P203.2	That the Clerk contact Herefordshire Council Planning Department to query why planning applications 230103 & 231872 are still outstanding.	TC	03.04.2024	Email sent to HC PO's	Response awaited
P204	Recommendation: That Councillor Howells be nominated to represent Ledbury Town Council at the upcoming appeal hearing in respect of the McCarthy Stone planning application.	TC	28.03.2024	Considered and agreed at Full Council	Completed
P207	That the Launch of the Herefordshire Draft Local Plan Consultation be included on the agenda for the next Planning, Economy & Tourism Committee meeting scheduled for 11 April 2024.	TC	11.04.2024	On agenda for discussion - link with plan in previously sent to all councillors - no comments received to date	On Agenda
P208.2	That any future communications received from the Herefordshire Floods Groups Meeting be submitted to the Environment and Leisure Committee.	TC	Ongoing	Officers to ensure this is undertaken	Ongoing

LEDBURY TOWN COUNCIL

MINUTES OF A MEETING OF THE MARKETS WORKING PARTY MEETING HELD ON 14 FEBRUARY 2024

PRESENT: Councillors Morris, Hughes and Furlonger

ALSO PRESENT: Angela Price – Town Clerk
Olivia Trueman – Community Development Officer (CDO)

MWP20. APOLOGIES FOR ABSENCE

No apologies were received.

MWP21. DECLARATIONS OF INTEREST

None received.

MWP22. TO ELECT NON-COUNCIL MEMBERS

None received.

**MWP23. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES
OF THE MARKETS WORKING PARTY HELD ON 17 OCTOBER 2023
& 14 FEBRUARY 2024.**

RESOLVED: That the minutes of the meeting of the Markets Working Party held on 17 October 2023 & 14 February 2024 be approved and signed as a correct record.

MWP24. DRAFT LEDBURY CHARTER MARKET POLICY & STRATEGY

Members of the Working Party were provided with an updated version of the Markets Policy and Strategy.

It was noted within the draft strategy there were some minor spelling errors that needed to be corrected. It was agreed that these would be sent onto Councillor Mc'All for further amendments.

It was also agreed that on page 80 under the subheading **Stage one – Immediate Approach**, all of the goals had been reached apart from the following: *'LTC will attempt to negotiate the 'freeing up' of unused parking spaces by market traders'*.

Councillor Morris advised Members that many Traders left before 4:00pm on a Saturday and he raised concerns on how the policy could be enforced, especially as some of the regular Traders have been coming to the Charter Market for many years. The CDO suggested changing the market trading hours to 8:00am – 2:00pm, meeting traders

halfway. It was agreed that this would be changed in the policy and sent to Traders at the end of March.

RESOLVED:

1. **That the discussed amendments and suggestions be added to the draft Charter Market Strategy.**
2. **That the Charter Market Policy be sent to all Market Traders as part of the annual contract renewal process.**

MWP25. FOOD SAFETY AT MARKET

The Town Clerk informed Members of a recent complaint received by the Office from a resident regarding a regular trader at the market. The complaint was about food hygiene concerns, particularly the absence of a sneeze guard and improper food handling. The Clerk further informed Members that Officers had consulted with the National Association of British Markets and found no violations by the trader. Notably, upon investigation, the trader was found to be adhering to general best practices.

To address such concerns proactively, the Town Clerk presented Members with a draft document containing guidance for traders, including a comprehensive checklist outlining proper food handling procedures. The council unanimously agreed to endorse this document and distribute it to all traders alongside the implementation of a new policy.

RESOLVED: That the Advice to Mobile Caterers and Food Safety Checklist be adopted and sent to Traders, along with the new Policy.

MWP26 DATE OF NEXT MEETING

RESOLVED: The next Market Meeting will be agreed after the Annual Council Meeting on Thursday, 9 May 2024.

The meeting ended at 5:58pm

Signed Dated

LEDBURY TOWN COUNCIL

NOTES OF A MEETING OF THE TOURISM and TOURIST INFORMATION CENTRE TASK & FINISH GROUP MEETING HELD ON 27 MARCH 2024

PRESENT: Councillors: Morris and Hughes
Non-Councillors – Penelope Shaw (Chair), Nigel Higgs, Christine Tustin, Peter McCann, Al Braithwaite and Becky Shaw (zoom)

ALSO PRESENT: Angela Price – Town Clerk
Olivia Trueman, Community Development Officer (CDO)

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor l'Anson & McAll. Christine Tustin, Susie McKenzie, Al Braithwaite, Nigel Higgs

2. **NOTES OF MEETING HELD 28 FEBRUARY 2024**

Approved.

3. **MATTERS ARISING FROM THE PLANNING, ECONOMY & TOURISM COMMITTEE (PET)**

The CDO updated Members on the outcome of the Planning, Economy, and Tourism Committee, stating that it was decided Penelope and Councillor Hughes would organise a meeting to further discuss the Strategy.

4. **DRAFT TOURSIM STRATEGY 4.01**

The strategy was circulated with the agenda. The Chairman, Penelope Shaw, advised Members that no amendments had been made to the strategy since the last Tourism Task and Finish meeting. She reminded Members that if they had any suggestions they should contact her directly via email. Penelope advised Members that she was waiting to hear back from Heidi Chamberlain at Eat Sleep Live Herefordshire, as it was promised that he would provide some information and suggestions which would contribute to the strategy.

The Clerk informed Members that Eat Sleep Live Herefordshire is presently attending the Tourism Show at the NEC, which might account for the delayed response. Furthermore, she suggested that the Town Council consider having its own stand at future Tourism Shows, potentially alongside ESLH.

There was some confusion regarding the layout of the strategy, prompting the suggestion that Penelope and Councillor Hughes collaborate to enhance its readability.

Councillor Hughes reminded Members to refer to the recommendations listed on page 91 of the agenda pack. He inquired about the progress of the groups responsible for specific sections of the strategy, emphasising the importance of completing their assigned actions. If any actions were still pending, he proposed incorporating them into an action plan to prevent them from being overlooked or forgotten.

There were concerns raised regarding the potential for tasks to be delayed if clear deadlines were not established for completing them. It was unanimously agreed that whenever Members undertake tasks, they should specify the anticipated timescales for project delivery to ensure efficient progress.

It was noted that work around section 2.1 of the strategy was completed by Councillor Furlonger and Nigel Higgs, and this was to be discussed at agenda item 5 in the agenda pack.

The Town Clerk and the Community Development Officer agreed to work on section 2.26 of the strategy named 'Visitor Services' which focused on Social Media and the visitor websites.. Visit Ledbury, Visit Herefordshire... etc.

The Clerk suggested that she contact Councillor Howells and ask whether he would be open to working on section 2.2.3 of the strategy named 'Landscape and Countryside' as he played a big part in the development of the NDP.

Peter Acott also suggested contacting the Herefordshire BID and Officers at Herefordshire Council as they may also help with 2.2.3 and 2.2.5 of the strategy 'Landscape and Countryside' and 'Access and transport'.

RESOLVED:

- 1. That the CDO and Town Clerk work on section 2.2.6 of the strategy – Visitor Services**
- 2. That Councillor Howells is asked whether he could work on section 2.2.3 of the strategy – Landscape and Countryside**
- 3. That the Town Clerk contact Herefordshire BID and Herefordshire Council to ask whether they could provide information regarding section 2.2.3 and 2.2.5 – Access to Transport and Landscape and Countryside.**
- 4. That Penlope Shaw and Councillor Hughes organise a meeting to work on the Strategy, taking on comments from the meeting.**

4. INCREASING TOURISM IN LEDBURY

Members received a document titled "Increasing Tourism in Ledbury," jointly prepared by Nigel Higgs and Councillor Furlonger, which directly informed section 2.1 of the Tourism Strategy.

It was agreed that the Chairman, Penelope Shaw, would incorporate the document into the Tourism Strategy.

Date of Next Meeting: 24 April 2024 in the Council Offices

DRAFT

Planning Decisions Log

Planning App	Details	Case Officer	LTC's Recommendation	HFDS Decision
LTC MEETING 9 February 2023				
230103	Proposed variation of condition 2 of planning application 200066 (Demolition of retail building (A1) and erection of production building (B2)) – additional HGV yard, 1 loading bay to be added 3 loading bays to be removed and parking spaces to be consolidated to the south of the extension - Countrywide Stores Dymock Road Ledbury Herefordshire HR8 2JQ	OJ	No objections	No decision
LTC MEETING 10 AUGUST 2023				
231872	Conversion of and extensions to existing buildings to create a dwelling, and associated works - Land to rear of 1 Bridge Street Ledbury Herefordshire	GW	That Ledbury Town Council did not feel able to provide a response to this application, particularly in relation to how the works would be carried out in a sensitive manner is respect of wildlife. Therefore, they would request more information on this planning application before submitting any comments. Further information provided to PO's by applicant. Ledbury Town Council satisfied	No decision

231873	Conversion of and extensions to existing buildings to create a dwelling, and associated works - Land to rear of 1 Bridge Street Ledbury Herefordshire. LISTED BUILDING CONSENT.	GW	with additional information and submitted no objections. That Ledbury Town Council did not feel able to provide a response to this application, particularly in relation to how the works would be carried out in a sensitive manner in respect of wildlife. Therefore, they would request more information on this planning application before submitting any comments. Further information provided to PO's by applicant. Ledbury Town Council satisfied with additional information and submitted no objections.	No decision
LTC MEETING 12 OCTOBER 2023				
232861	Existing 4 bedroom end of terrace townhouse to be extended at ground floor to the rear and converted to a 1 bedroom ground floor apartment with a 2 bedroom duplex on the floors above – 8 Canal Walk, Ledbury, Herefordshire, HR8 2ED	KR	No objections	No decision

LTC MEETING 9 NOVEMBER 2023

233084	Proposed change of use from Class E (a) (formally A1 Retail) to Sui generis, use as a public house, wine bar or drinking establishment (formally A4) – 4 New Street, Ledbury, Herefordshire, HR8 2DX	EM	No objections	No decision
233085	Proposed change of use from Class E (a) (formally A1 Retail) to Sui generis, use as a public house, wine bar or drinking establishment (formally A4) – 4 New Street, Ledbury, Herefordshire, HR8 2DX LISTED BUILDING CONSENT	EM	No objections	No decision
233081	Replacement of brick infill panels with wood board panels. Part replacement of rotten wood beams with seasoned oak. Part retrospective – 1 Ivydene Cottages, Homend Crescent, Ledbury, Herefordshire, HR8 1AH	JD	No objections	No decision
233082	Replacement of brick infill panels with wood board panels. Part replacement of rotten wood beams with seasoned oak. Part retrospective – 1 Ivydene Cottages, Homend Crescent, Ledbury, Herefordshire, HR8 1AH LISTED BUILDING CONSENT	JD	No objections	No decision

LTC MEETING 14 DECEMBER 2023

233266	Proposed change of use proposal from a mixed use to 5 residential units for a building connected to a Grade II listed building – The Royal Hall, 5A The Southend, Ledbury, Herefordshire, HR8 2EY	OJ	Objection to this planning application in its current form, considered that the application is incomplete, and members would like to see more information, in particular, but not exclusively in respect of structural suitability for the proposed development; safe access to and exit from	Refused
------------------------	--	----	---	---------

	<p>233267</p> <p>Proposed change of use proposal from a mixed use to 5 residential units for a building connected to a Grade II listed building - The Royal Hall, 5A The Southend, Ledbury, Herefordshire, HR8 2EY – LISTED BUILDING CONSENT</p>	<p>OJ</p>	<p>all five properties; services & sewage management; parking and bin storage.</p> <p>Objection to this planning application in its current form, considered that the application is incomplete, and members would like to see more information, in particular, but not exclusively in respect of structural suitability for the proposed development; safe access to and exit from all five properties; services & sewage management; parking and bin storage.</p>	<p>Withdrawn</p>
<p>233359</p>	<p>Proposed extension (Retrospective) – The Willows, The Homend, Ledbury, HR8 1AP</p>	<p>JD</p>	<p>No objection</p>	<p>No decision</p>
<p>233360</p>	<p>Proposed extension (Retrospective) – The Willows, The Homend, Ledbury, HR8 1AP – LISTED BUILDING CONSENT</p>	<p>JD</p>	<p>No objection</p>	<p>No decision</p>
<p>233443</p>	<p>Proposed mobility scooter store and bin enclosure screens, with associated ground work and paving - 1 Harling Court Ledbury Herefordshire HR8 2EF</p>	<p>JD</p>	<p>No objection</p>	<p>Approved with Conditions</p>

LTC MEETING 11 JANUARY 2024

233023	Proposed variation of conditions 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 19, 20, and 25 of planning permission 2122433 (variation of conditions 4, 15, 19, and 24 of planning permission 192482 (Outline planning permission with all matters reserved (save access) for the erection of up to 140 dwellings (use Class C3) with associated parking, access roads, public open space, landscaping, sustainable urban drainage, and associated works) – to include revised plans and reports reflecting revised location of roundabout) – To include revised plans and reports reflecting the relocation of the off-site footway/cycleway and the addition of a section on infill – Land South of Leaddon Way, Ledbury, Herefordshire.	CS	That the Major Planning Applications Working Party be convened to discuss planning application no. 233023.	No decision
------------------------	--	-----------	---	--------------------

LTC MEETING 08 FEBRUARY 2024

240039	Proposed removal & infill of swimming pool & pool enclosure. Construction of a conservatory & patio in place of the pool enclosure, and a new rear porch – The Orchard, South Parade, Ledbury Herefordshire, HR8 2HA.	LS	No objections	Approved with Conditions
240143	Prior approval for proposed change of use from commercial, business and service (use Class E) to 5 dwelling houses (use Class C3) – Building rear of 15, The Homend, Ledbury, Herefordshire, HR8 1BN.	JE	No objections	Prior Approval Given
240171	Proposal to convert existing garden store outbuilding to home office/study to host dwelling. Development to include creation of new balcony under extended roof. Existing asbestos sheet roof to be raised and replaced with clay plain tiles to match host dwelling roof – Bradlow Farm, Bradlow and Westhill, Ledbury, Herefordshire, HR8 1JE.	RJ	No objections subject to the conditions being adhered to set by the Malvern Hills National Landscape.	No decision
240172	Extension to existing veterinary clinic – The Nook, Hereford Road, Ledbury, Herefordshire, HR8 2PR	JD	No objections.	No decision

LTC MEETING 14 MARCH 2024

240290	Proposed construction of manege – Siddington Farm, Orllham Lane, Leddington, Ledbury, Herefordshire, HR8 2LN.	Awaiting allocation	No objections.	No decision
------------------------	--	----------------------------	----------------	--------------------

<u>240365</u>	Conifers & Birch to cut back to wall line – Police Station, Worcester Road, Ledbury, HR8 1PL	OK	No objections.	Trees in Cons Area Works Can Proceed
<u>240458</u>	Proposed single storey rear extension with replacement and extension of existing side element – 24 Long Acres, Ledbury Herefordshire, HR8 2AU.	Awaiting allocation	No objections.	No decision
<u>240543</u>	Proposed single storey rear extension and interior alterations - 18 Homend Crescent, Ledbury, Herefordshire, HR8 1AJ.	Awaiting allocation	No objections.	No decision
<u>240558</u>	Addition of internal insulation to first floor external walls - Bishopsgate Cottage, 15 Cottage, 15 Bridge Street, Ledbury, Herefordshire, HR8 2AJ. LISTED BUILDING	Awaiting allocation	No objections.	No decision

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT WORKING PARTY
(TMWP) MEETING HELD ON 27 MARCH 2024**

PRESENT: Councillors Hughes and Morris
Non-Councillors: Steve Glennie-Smith

ALSO PRESENT: Angela Price – Town Clerk
Will Frechnall, Chair of Rail and Bus for Herefordshire

TMWP 22. ELECTION OF CHAIRPERSON

RESOLVED:

That Councillor Hughes act as Chair for this meeting.

TMWP 23. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Furlonger.

TMWP 24. DECLARATIONS OF INTEREST

None received.

**TMWP 25. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES
OF THE MEETING OF THE TRAFFIC MANAGEMENT WORKING
PARTY HELD ON 7 FEBRUARY 2024**

RESOLVED:

**That the minutes of the meeting of the Traffic Management Working
Party held on 7 February 2024 be approved and signed as a correct
record.**

TMWP 26. ACTION SHEET

RESOLVED:

That the action sheet be received and noted.

**TMWP 27. REPRESENTATIVE OF RAIL AND BUS FOR HEREFORDSHIRE –
INFORMATION IN RESPECT OF PROVISION OF ELECTRIC BUS
SERVICES**

Mr Frechnall had been invited to the meeting to give an overview on
the possible provision of electric buses in Ledbury.

He advised that Herefordshire City Council had recently purchased two
electric buses and that these had been purchased from a grant from the

Stronger Towns Fund at a cost of circa £1m. The buses had been ordered in 2022 from China, and following a nine-month lead time they were delivered in 2023 with them up and running from November 2023.

Mr Frechnall advised that Hereford City Council do not run the service, this is managed by a local bus company, Yeomans and he also advised that there were a number of factors that had to be considered prior to going forward with the project.

- The service must not abstract people from current routes already in place and available
- Cost (if the service is free it does not have to be registered with the traffic commission.
- Need to have regular routes
- Does Ledbury Town Council have the expertise and resources to undertake such a large project
- Should consider having someone in LTC to oversee the contract – rather than hand it to a bus company and forget about it
- One bus is not enough – if only one bus there will be issues if the bus breaks down, is being serviced, or needs charging – wouldn't be able to continue with the service
- Cost to purchase would be in the region of £1m – however, this does not include running costs
- Electric charging points would need to be available for buses within an acceptable distance, therefore any operator would need to be near by
- HCC pay for electricity to charge the buses circa £200,000 per annum
- Would need to consider routes, timings and frequency – if only one bus these would be limited

Councillors thanked Mr Frechnall for attending the meeting and providing such an in-depth overview of the issues that come with providing an electric bus service. They agreed it certainly gave them something to consider and much to report back to the Planning, Economy & Tourism Committee for discussion.

Councillor Morris provided an update on a webinar he had attended earlier that day about community transport. The conversation moved onto different types of community transport that is available around the country and Mr Frechnall suggested that Community Transport tends to be expensive.

RESOLVED:

- 1. That the Clerk contact the new Clerk at Hereford City Council for more detail on the service being undertaken on their behalf and report back to a future meeting of Planning,**

Economy & Tourism and Finance, Policy & General Purposes respectively.

- 2. That the Planning, Economy & Tourism Committee be informed, via the minutes of the Traffic Management Working Party, of the issues to be considered in respect of an electric bus service in Ledbury.**

TMWP 28. FEEDBACK FROM BUSES 4US

Concerns had been raised at the previous meeting in respect of the Daffodil Line and what the likelihood of them requesting further funding from the Town Council beyond 25/26.

The Clerk had contacted Clare Stone of Buses 4us and the following had been received in response:

“Please reassure your councillors. Both the counties and all of the towns are committed for 2024/25. Ledbury is the only town yet to formally commit to the 25/26 funding, but we do have positive indications of intent from the others.

Passenger numbers continue to grow. We will have another report for you, on the first full year, in the next few weeks.

We have no plans to request funding beyond what you have already committed. You have done your bit now.

This being said, we are always on the lookout for additional funding from other sources.

We are not done with the Daffodil Line yet! We would like to move back to an hourly service - which is what we had until 2015. We would like electric buses. We plan to find funds to run our "Kids go Free for the summer" initiative again this year, and you may have seen we just had some little bits of funding to run free shuttle buses to the Golden Triangle Daffodil Weekends which are just off the route. We might like to try to do something similar with the Big Apple Blossom time events next year, or maybe something at Eastnor.

We do completely understand that councillors need to be prudent with public funds. One of the things we mentioned at the start was the option for us to invoice you for your contribution quarterly rather than annually. This creates a little more work for us both, but it does limit the council's financial exposure, in the unlikely event anything terrible happens. We are happy to do this if you would like. “

The Clerk advised that she had replied advising that Ledbury Town Council had committed to funding in 25/26 and provided a copy of the

original correspondence giving this information. A further response was received as follows:

“We are more than happy to do quarterly invoicing for you. so your invoices would be issued on 15th of May. August, November and February. Will this work for you?”

The Clerk confirmed that she had responded advising that quarterly invoicing would be much appreciated and noted in the meeting that the dates suggested fit in well with the Council’s financial year.

RESOLVED:

1. **That the update provided by Clare Stone be received and noted.**
2. **That Rail & Bus provide copies of their newsletters to Ledbury Town Council for inclusion in future Traffic Management Working Party agendas.**

Mr Frechnall left the meeting.

TMWP 29. IMPACT OF DEVELOPMENT AND PROPOSED DEVELOPMENT OF TRAFFIC MANAGEMENT

A Ledbury Proposal to Reduce Transport’s Climate Damaging Carbon Emissions – Report by Prof John Whitelegg Report

The Clerk advised that the Climate Change Working Party had requested that the report provided to them by Prof. John Whitelegg be referred to the TMWP for comment.

The Clerk advised that since providing the report to the CCWP Prof. Whitelegg had been engaged by Herefordshire Council to work with them on a transport project, which would be Countywide rather than Ledbury specific.

Councillor Hughes stated that he felt that this was something that the schools should be asked to comment on, primary and secondary. He also suggested that the Community Speed Watch Group currently being created in Ledbury could have input into the report.

He also noted that the report does not mention 20 mph zones around schools, routes to schools from the new developers, and there appears to be nothing about mapping safe routes for cyclists and pedestrians, including the provision of new crossings on Lower Road and New Street.

Councillor Hughes suggested that the Council could support actions, such as requesting TRO’s

1. That the Climate Change Working Party suggest to Prof. Whitelegg that this report should be shared with the governing body of both Ledbury Primary School and John Masefield High School, noting that the Chair of the CCWP is a Governor on John Masefield High School.
2. That the above comments are fed back to the CCWP.

TMWP 30. DATE OF NEXT MEETING

RESOLVED:

To note that the next meeting will be scheduled following the standing up of working parties at the first meeting of the Planning, Economy & Tourism Committee in the 2024/25 Municipal Year.

The meeting ended at 5.24 pm.

Signed Dated